

Argonne National Laboratory May 3rd – May 6th, 2004

User Meeting

APS Conference Center

Building 402 – Lower Level

CHICAGO PARTY RENTAL

FREIGHT HANDLING

ORDER FORM

Company/Phone Number

Booth Number:

All orders are governed by the CPR Payment Policy and the Limits of Liability and Responsibility.

Indicate preferred carrier:

Fed Ex Account #:

FREIGHT HANDLING RATES

Rates below are guaranteed if unbound shipments are received at the C.P.R. warehouse or exhibit site before 4 p.m. weekdays. **These rates are subject to surcharges.** See below. Certified Weight Tickets are required for each shipment. Forward copies of your bills of lading. See *Shipping Information* below.

Advanced Shipments to Warehouse

	Shipment weight x Rate/100 LBS		Min/Shipment	Estimated Charges
CRATED / PALLETED ONLY	LBS	\$ 65.00	\$ 130.00	\$
SMALL PACKAGES	LBS	\$ 70.00	\$ 70.00	\$
Maximum Weight per Shipment:	TOTAL ESTIMATED CHARGES			\$
100 LBS	TOTAL ENCLOSED			\$

Cartons and Envelopes received without documentation will be delivered without guarantee of piece count/condition.

SHIPPING INFORMATION

▪ Outbound Shipments

If no preferred carrier is indicated, Chicago Party Rental will use *Champion Transportation*

▪ Inbound Shipments

Advance shipments to the Chicago Party Rental warehouse will be accepted on weekdays between April 21, 2004 and April 29, 2004 before 4 p.m. at: Chicago Party Rental - Mr. Jim Decatur
9480 WEST 55TH STREET
MCCOOK, IL 60525
Phone (708) 485-8387

OVERTIME SURCHARGES – based on the freight handling rates above, per occurrence

A 50% (\$25.00 minimum) late to the warehouse surcharge will apply if:

- Freight is received after the last day for shipments to arrive at the warehouse (April 28th later).

A 25% overtime surcharge for every occurrence will apply if:

- Inbound shipments are unloaded after 4 p.m. on the day except the assigned target delivery date.
- Inbound drivers check-in after 2 p.m. weekdays and shipments are unloaded on over-time.
- Inbound shipments arrive on Saturdays, Sundays, or holidays.
- Outbound shipments are loaded on over-time.
- Warehouse freight must be moved to the exhibit site on over-time due to scheduling conflict beyond the control of Chicago Party Rental, or
- Freight must be moved out of the exhibit site on over-time due to scheduling conflicts beyond the control of Chicago Party Rental.

Arrival Dates for Shipments – please schedule shipping carefully to minimize surcharges

April 29, 2004 = last day for crated shipments to arrive at the warehouse without surcharge.

Users Meeting
APS Conference Center
Building 402 – Lower Level

CHICAGO PARTY RENTAL PAYMENT & CREDIT CARD CHARGE AUTHORIZATION

RETURN TO: CHICAGO PARTY RENTAL 9480 west 55th Street, McCook, IL 60525
Ph (708) 485-8387 Fax (708) 485-9074

Company/Phone number:		Booth Number:		
Address:		City:	State:	Zip: Country:
Authorized Contact Name – Please Print :		Authorized Contact Signature:		

CREDIT CARD AUTHORIZATION

<input type="radio"/> MASTERCARD		<input type="radio"/> VISA		<input type="radio"/> AMERICAN EXPRESS		EXP DATE:_____/_____/_____																	
ACCOUNT NUMBER:																							Circle one: Corporate or Personal
NAME ON CARD:																							
CARDHOLDER'S BILLING ADDRESS:												CITY:				STATE:		ZIP:		COUNTRY:			
CARDHOLDER'S SIGNATURE:																							

Please complete the information requested and return this form and your orders. You may pay by credit card, check or bank wire transfer; however, *we require your credit card authorization form to be on file with Chicago Party Rental*. For your convenience, we will use this authorization to charge your credit card for any additional charges incurred as a result of event site orders placed by your representative for this event.

Freight and Handling\$ _____

Additional Chicago Party Rental Services\$ _____

FULL PAYMENT in U.S. funds drawn on a U.S. bank. \$

Chicago Party Rental Federal ID # 36-2653753 Chicago Party Rental is exempt from back-up withholding tax

To simplify payment, send one check payable to **Chicago Party Rental** for the entire amount or note the amount to be charged to your credit card.

Charge my card in the amount of \$ _____

Check no. _____ Dated: ____ / ____ / ____ In the amount of \$ _____